# Tax Tutorial

In this tax tutorial, you will learn about wages and tip income.

Unless specifically excluded, all <u>wages</u>, <u>salaries</u>, <u>commissions</u>, and <u>bonuses</u> are taxable.

All tip income is taxable and needs to be reported.

Employers report wage and tax information on Form W-2, Wage and Tax Statement.

Employees use Form W-2 to complete their individual income tax returns.



#### Wages and Salaries

Wages, salaries, bonuses, and commissions are compensation received by employees for services performed.

#### **Tip Income**

Tips are received as gratuities by food servers, baggage handlers, hairdressers, and others for services performed. Tips go beyond the stated amount of the bill and are given voluntarily.

Employee compensation and tips may be in the form of cash, goods and services, awards, and taxable benefits.



Self-employed individuals are not employees. Self-employment income is taxable, but it is not included with wage and tip income on the tax return.



next >

## **Quick Check!**

Determine whether the income is taxable or nontaxable. Answer the following questions by typing the words *taxable* or *nontaxable* in the space provided. To assess your answers, click the *Check My Answers* button at the bottom of the page.

- 1) Wages earned by a worker at a casual fast-food restaurant
  - A. Taxable No answer given: the correct answer is A.
  - B. Nontaxable
- 2) Tips earned by a server in a fashionable restaurant
  - A. Taxable No answer given: the correct answer is A.
  - B. Nontaxable
- 3) Overtime pay earned by a construction worker for working extra hours to complete a project on time
  - A. Taxable No answer given: the correct answer is A.
  - B. Nontaxable
- 4) Bonus given to a salesperson for making the most sales during the month
  - A. Taxable No answer given: the correct answer is A.
  - B. Nontaxable
- 5) Free lawn care service for a month for a mailroom employee who developed a handbook for new employees
  - A. Taxable No answer given: the correct answer is A.
  - B. Nontaxable



next >

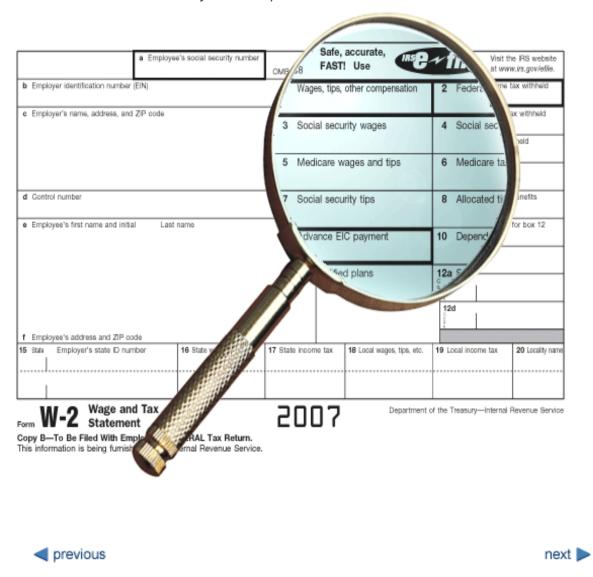
Wages, salaries, and tip income are reported on Form W-2, Wage and Tax Statement.

Employers provide Form W-2 to the employee and to the federal government.

Employees use Form W-2 to complete their tax returns.

Tax Tip:

All wages, salaries, and tip income are taxable even if they are not reported on Form W-2.



## **Quick Check!**

View Form W-2

Review Form W-2 for Brandon Cooper by clicking the button *View Form W-2*. Then, answer the following questions by typing your answers in the space provided or by clicking on the correct answer. To assess your answers, click the *Check My Answers* button at the bottom of the screen.

1) What is the amount of wages, tips, and other compensation? (For example: 1000.00)

Type your answer here No answer given: the correct answer is \$17,253.00.

- 2) How much federal income tax was withheld? Type your answer here No answer given: the correct answer is \$1,552.00.
- 3) Who is the employee?
  Type your answer here No answer given: the correct answer is Brandon R.
  Cooper.
- 4) Who is the employer?

Type your answer here No answer given: the correct answer is The Kitchen Corner.

- 5) What is reported in box 4?
  - A. Medicare tax withheld No answer given: the correct answer is D.
  - B. federal income tax withheld
  - C. advance EIC payment
  - D. Social Security tax withheld
- 6) What is reported in box 6?

- A. Medicare tax withheld No answer given: the correct answer is A.
- B. federal income tax withheld
- C. advance EIC payment
- D. Social Security tax withheld

**Recall:** In Module 1 - Tax Tutorial, you learned about federal income tax withholding and Social Security and Medicare taxes. The federal income tax withheld, the amount in box 2, was computed on the basis of Brandon Cooper's Form W-4. The Social Security tax withheld was 6.2 percent of Social Security wages (\$17,253 x 6.2%). The Medicare tax withheld was 1.45 percent of Medicare wages and tips (\$17,253 x 1.45%).



next >

	e's social security number 22-52-0000	OMB No. 154	15-00	800	Safe, accurate, FAST! Use	rs <b>e</b>	≁fil€		ne IRS website w.irs.gov/efile.
b Employer identification number (EIN) 10-000000			1	Wag	ges, tips, other compensati \$17,253		2 Fede		tax withheld \$1,552
c Employer's name, address, and ZIP code The Kitchen Corner			3	3 Social security wages \$17,253			4 Social security tax withheld \$1,069.69		
Main and Oak Anytown, USA XXXXX			5	Med	dicare wages and tips \$17,253	3	6 Medicare tax withheld \$250.17		
			7	Soc	cial security tips \$2,32	1	8 Alloca	ated tips	
d Control number			9	Adv	vance EIC payment		10 Depe	ndent care	benefits
e Employee's first name and initial Last name Suff.			11 Nonqualified plans				12a See instructions for box 12		
Brandon R. Co	oper						C o d e		
Brandon II.	Spoi		13	Statutor	ry Retirement Third-par ee plan sick pay	ırty	12b		
2265 North Central Avenue Anytown, USA XXXXX				П			Code		
			14	Oth			12c		
,							C o d e		
							<b>12d</b>		
f Employee's address and ZIP code									
15 State Employer's state ID number	Employer's state ID number 16 State wages, tips, etc. 17 State inco		ne tax		18 Local wages, tips, etc. 1		19 Local income tax		20 Locality name

Form W-2 Wage and Tax Statement

2007

Department of the Treasury-Internal Revenue Service

Copy B—To Be Filed With Employee's FEDERAL Tax Return. This information is being furnished to the Internal Revenue Service.

# **Lesson Summary**

Unless specifically excluded, all wage and salary income is taxable.

All tip income is taxable.

Employers report wage, salary, and tip income on Form W-2, Wage and Tax Statement.

Employees use Form W-2 to complete their tax returns.

Taxpayers need to report all taxable income, even if it does not appear on Form W-2.



#### Module 2—Glossary

# **Glossary**

**bonus** —compensation received by an employee for services performed. A bonus is given in addition to an employee's usual compensation.

**commission** —compensation received by an employee for services performed. Commissions are paid based on a percentage of sales made or a fixed amount per sale.

**salary** —compensation received by an employee for services performed. A salary is a fixed sum paid for a specific period of time worked, such as weekly or monthly.

*tip income* —money and goods received for services performed by food servers, baggage handlers, hairdressers, and others. Tips go beyond the stated amount of the bill and are given voluntarily.

wages —compensation received by employees for services performed. Usually, wages are computed by multiplying an hourly pay rate by the number of hours worked.

